

### NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the **Twenty-Ninth (29<sup>th</sup>)** Annual General Meeting of the members of **MECAMIDI HPP INDIA PRIVATE LIMITED** will be held on Saturday, 28<sup>th</sup> day of September, 2024 at 01:00 P.M. (Indian Standard Time) through Video Conferencing / Other Audio Visual Means, at the Registered Office of the Company situated at Property No. 116, First Floor, DLF Tower B, Jasola, New Delhi-110025 to transact the following business:

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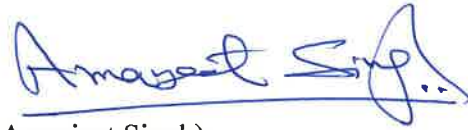
### ORDINARY BUSINESS:

- (i) To receive, consider and adopt the Audited Financial Statements of the Company for the financial year ended on 31<sup>st</sup> March, 2024 together with the schedules and notes attached thereto, along with the report of the Directors and Auditors thereon.

**Date:** 31st August, 2024

**Place:** New Delhi

**For and on the behalf of Board of Directors  
MECAMIDI HPP INDIA PRIVATE LIMITED**



(Amarjeet Singh)

Chairperson-cum-Managing Director

DIN: 01272984

**Notes for Members' Attention:**

**General Information to the Members regarding the framework provided in the Ministry of Corporate Affairs General Circular No. 14/2020 dated 08<sup>th</sup> April, 2020, Circular No. 17/2020 dated 13<sup>th</sup> April, 2020, Circular No. 20/2020 dated 05<sup>th</sup> May 2020, Circular No. 02/2021 dated 13<sup>th</sup> January, 2021, Circular No. 19/2021 dated 08<sup>th</sup> December, 2021, Circular No. 21/2021 dated 14<sup>th</sup> December 2021, Circular No. 02/2022 dated 05<sup>th</sup> May, 2022, Circular No. 10/2022 dated 28<sup>th</sup> December 2022 and Circular No. 09/2023 dated 25<sup>th</sup> September, 2023 with respect to holding AGM through Video Conference:**

With reference to Ministry's General Circular No. 14/2020 dated 08<sup>th</sup> April, 2020, Circular No. 17/2020 dated 13<sup>th</sup> April, 2020, Circular No. 20/2020 dated 05<sup>th</sup> May 2020, Circular No. 02/2021 dated 13<sup>th</sup> January, 2021, Circular No. 19/2021 dated 08<sup>th</sup> December, 2021, Circular No. 21/2021 dated 14<sup>th</sup> December 2021 and Circular No. 02/2022 dated 05<sup>th</sup> May, 2022 and Circular No. 10/2022 dated 28<sup>th</sup> December 2022 it has been allowed the Companies to conduct Annual General Meeting [AGM] through Video Conferencing or Other Audio-Visual Means. Accordingly, this AGM is held through video conference mode. In order to provide better clarity and understanding to the Members, the framework provided by the MCA in the relevant Circulars is summarized below:

- a) This AGM convened through video conference is in compliance with the applicable provisions of the Companies Act, 2013 read with the Ministry of Corporate Affairs General Circular No. 14/2020 dated 08<sup>th</sup> April, 2020, Circular No. 17/2020 dated 13<sup>th</sup> April, 2020, Circular No. 20/2020 dated 05<sup>th</sup> May 2020, Circular No. 02/2021 dated 13<sup>th</sup> January, 2021, Circular No. 19/2021 dated 08<sup>th</sup> December, 2021, Circular No. 21/2021 dated 14<sup>th</sup> December 2021 and Circular No. 02/2022 dated 05<sup>th</sup> May, 2022 and Circular No. 10/2022 dated 28<sup>th</sup> December 2022.
- b) A Member can attend the AGM through Video Conference facility arranged by the Company. All care has been taken by the Company to ensure that the video conference facility arranged by the Company allows two-way teleconferencing for the easy participation of all the Members. The Members are allowed to ask questions concurrently or shall submit the questions in advance at the email address of the Managing Director of the Company i.e. [amarjeet.singh@mecamidihpp.com](mailto:amarjeet.singh@mecamidihpp.com)
- c) The facility for joining the meeting will be kept open for 15 minutes before the scheduled time to start the meeting and will be closed only after the expiry of 15 minutes after such scheduled time.
- d) As per the aforementioned MCA General Circulars, the requirement of quorum for a general meeting in pursuance of 103 of Companies Act, 2013 has been extended for general meeting held through video conference also. Therefore, the Members attending AGM through video

For MECAMIDI HRP INDIA PVT. LTD.  
  
Managing Director-Cum-Chairperson

conference will be counted for the quorum of the meeting.

- e) With regard to the manner of appointment of Chairman for the meeting, the relevant MCA circular stipulates that either it shall be based on the provisions of Articles of Association of the Company or in the manner as provided in the Circular. As per the Clause 45 of the Articles of Association of your Company, the Chairman of the Board of Directors shall be entitled to take chair at every general meeting. Accordingly, the Chairman of the Board will be the Chairman for this AGM.
- f) The auditor of the company or his authorized representative will attend the AGM through video conference.
- g) Pursuant to Section 105 of the Companies Act, 2013 a member is entitled to attend and vote at the meeting is entitled to appoint a proxy to attend and vote in a general meeting. However, this AGM is convened through the video conference in compliance with the aforementioned General Circulars issued by MCA. As per the said MCA General Circulars if a general meeting is held through video conference, the facility of appointment of proxies by members is not available. Hence, appointment of proxies is not allowed for this AGM.
- h) In pursuance of section 113 of the Companies Act, 2013, the Body Corporates are entitled to appoint authorised representatives to attend the AGM through VC/OAVM and participate thereat and cast their votes.
- i) As the total number of members in the Company falls below 50, the Chairman may decide to conduct a vote by show of hands, unless a demand for poll is made by any member. If a poll is required to be taken during the meeting on any resolution, the members may convey their vote at the Email address of the Managing Director of the Company i.e. [amarjeet.singh@mecamidihpp.com](mailto:amarjeet.singh@mecamidihpp.com).
- j) Pursuant to the General Circular No. 14/2020 dated 08<sup>th</sup> April, 2020, Circular No. 17/2020 dated 13<sup>th</sup> April, 2020, Circular No. 20/2020 dated 05<sup>th</sup> May 2020, Circular No. 02/2021 dated 13<sup>th</sup> January, 2021, Circular No. 19/2021 dated 08<sup>th</sup> December, 2021, Circular No. 21/2021 dated 14<sup>th</sup> December 2021 and Circular No. 02/2022 dated 05<sup>th</sup> May, 2022 and Circular No. 10/2022 dated 28<sup>th</sup> December 2022 and Circular No. 09/2023 dated 25<sup>th</sup> September, 2023 issued by the Ministry of Corporate Affairs, physical attendance of the Members to the AGM venue is not required. Hence, Members have to attend and participate in the ensuing AGM though VC/OAVM.
- k) Pursuant to the provisions of Rule 18 of the Companies (Management and Administration) Rules 2014 and in compliance with the Ministry of Corporate Affairs General Circular No. 14/2020 dated 08<sup>th</sup> April, 2020, Circular No. 17/2020 dated 13<sup>th</sup> April, 2020, Circular No. 20/2020 dated 05<sup>th</sup> May 2020, Circular No. 02/2021 dated 13<sup>th</sup> January, 2021, Circular No.

For MECAMIDI HPP INDIA PVT. LTD.

  
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19/2021 dated 08<sup>th</sup> December, 2021, Circular No. 21/2021 dated 14<sup>th</sup> December 2021 and Circular No. 02/2022 dated 05<sup>th</sup> May, 2022 and Circular No. 10/2022 dated 28<sup>th</sup> December 2022 and Circular No. 09/2023 dated 25<sup>th</sup> September, 2023 this notice shall be delivered to the members only to the email ids registered with the company.

- l) The Annual Report for the financial year 2023-24 shall also be available on the website of the company.
- m) The link for attending the meeting will be sent one day prior to the meeting to the members on the email ids registered with the company.
- n) For any assistance, a member may contact the Mr. Amarjeet Singh, Managing Director (Mobile No. +91-9818455727 and Email ID: [amarjeet.singh@mecamidihpp.com](mailto:amarjeet.singh@mecamidihpp.com)) during business hours. Upon request of members, the inspection of statutory register can be made available through electronic mode.

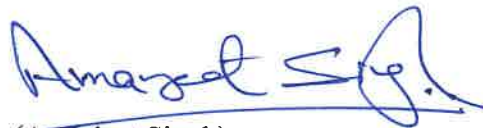
**ENCL: -**

1. Annual Report of the Company for the financial year ending on 31<sup>st</sup> March 2024.
2. MCA Circular regarding holding of AGM through Video Conferencing (VC) or Other Audio-Visual Means (OAVM).

**Date:** 31st August'2024

**Place:** New Delhi

**For and on behalf of the Board of Directors  
MECAMIDI HPP INDIA PRIVATE LIMITED**



(Amarjeet Singh)

Chairperson-cum-Managing Director

DIN: 01272984